



City of Marlborough
Human Resources Department

CORI REQUEST FORM

APPLICANT/EMPLOYEE/VOLUNTEER INFORMATION

The City of Marlborough's Human Resources Department has been certified by the Criminal History Systems Board for access to conviction and pending criminal case data. As an applicant/employee/volunteer for the position of _____, I understand that a criminal record check will be conducted for conviction and pending criminal case information only and that it will not necessarily disqualify me. The information below is correct to the best of my knowledge.

Applicant/Employee/Volunteer Signature

PLEASE PRINT:

LAST NAME

FIRST NAME

MIDDLE NAME

MAIDEN NAME OR ALIAS (If Applicable)

PLACE OF BIRTH

DATE OF BIRTH

SOCIAL SECURITY NUMBER
(Required)

*ID Theft Index PIN
(if applicable)

MOTHER'S MAIDEN NAME

CURRENT AND FORMER ADDRESSES: _____

SEX: _____ HEIGHT: _____ ft. _____ in. WEIGHT: _____ EYE COLOR: _____

STATE DRIVER'S LICENSE NUMBER: _____ STATE: _____

DEPARTMENT USE ONLY:

THE INFORMATION ABOVE WAS VERIFIED WITH THE FOLLOWING FORM OF GOVERNMENT ISSUED PHOTOGRAPHIC IDENTIFICATION: _____

REQUESTED BY: _____

SIGNATURE OF CORI AUTHORIZED EMPLOYEE

*The CHSB Identity Theft Index PIN Number is to be completed by those applicants that have been issued an Identity Theft Index PIN Number by the CHSB. Certified agencies are required to provide all applicants the opportunity to include this information to ensure the accuracy of the CORI request process.

All CORI request forms that include this field are required to be submitted to the CHSB via mail or by fax to 617-660-4614